



## EXTRA CREDIT TEACHER HOME PURCHASE PROGRAM (Extra Credit Teacher Program)

### **ELIGIBILITY CERTIFICATE**

#### **INSTRUCTIONS**

**Lender:** Please complete items 1-5. Have Applicant read, sign and date item 6 and send to Employer for completion of items 7-19.

**Applicant** (Teacher, Administrator, Classified Employee or Staff Member): Please read, sign and date item 6.

**Employer** (School District or County Office of Education): Please complete items 7-19, sign and return to Lender.

#### **PART I – REQUEST**

To be completed by Lender:

1. Lender: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
2. Name of Applicant : \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_
3. Name of Applicant's current Employer (School District, County Office of Education): \_\_\_\_\_  
\_\_\_\_\_
4. Name of current employing school: \_\_\_\_\_
5. City where current employing school is located: \_\_\_\_\_
6. *"I have applied for a mortgage revenue bond loan through the Extra Credit Teacher Home Purchase Program. My signature below authorizes my employer to verify the information requested in this Certificate."*

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **PART II – CERTIFICATION OF ELIGIBILITY INFORMATION**

To be completed by Employer (School District or County Office of Education)

Please indicate your certification of the following information by marking an "X" in the boxes below:

7. ☐ The Applicant listed above is currently employed by the School District or County Office of Education listed in Part I, Item 3.
8. ☐ The Applicant is currently employed at the school listed in Part I, Item 4.
9. The Applicant is currently employed as a:  
Teacher ☐ Administrator ☐ Classified Employee ☐ Staff Member ☐
10. ☐ The Applicant holds one of the credentials issued by the California Commission on Teacher Credentialing listed below in Part III. (Does not apply to Classified Employees)
11. ☐ The Applicant is not currently under suspension by his or her employing school district or County Office of Education, and there is not currently pending any disciplinary inquiry, investigation, action or proceeding that could result in the suspension or dismissal of the Applicant.
12. ☐ It has been verified with the California Commission on Teacher Credentialing that the Applicant's Credential is not currently suspended and that there is not currently pending any disciplinary inquiry, investigation, action or proceeding that could result in the suspension or revocation of the Applicant's credential. (Does not apply to Classified Employees)
13. ☐ The personnel file of the Applicant reflects that he or she has not been dismissed from employment with any school or school district for any reason, and that he or she has not been the subject of a disciplinary suspension which has been upheld.

**(Note: The disciplinary inquiry, investigation, action or proceeding referenced in questions 9, 10, and 11 refers only to formal action taken by the employing school district or County Office of Education or the California Commission on Teacher Credentialing.)**

14. If the Applicant is a teacher, has he or she received National Board Certification? ☐ Yes ☐ No
15. Is the Applicant employed at a county or continuation school? ☐ Yes ☐ No
16. Is the Applicant's current employing school high priority?  
(Current Academic Performance Index Ranking of 1-5) ☐ Yes ☐ No
17. If the Applicant is assigned to a school district, does the applicant provide administration or service to at least one high priority school? ☐ Yes ☐ No
18. Current Academic Performance Index Ranking of School (please circle) 1 2 3 4 5 6+

*"I certify that the information provided in Part II above is true, accurate and complete as of the date submitted. I certify that I am an authorized representative of the employing School District or County Office of Education, and am duly authorized to submit this information and make the representations contained herein."*

19. Name of Employer's Authorized Representative: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
School District or County Office of Education: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**PART III – LIST OF CREDENTIALS** (An applicant must hold one of the following credentials to be eligible for the Extra Credit Teacher Home Purchase Program, except for Classified Employees)

**For Teachers**

Single Subject Teaching Credential	Multiple Subject Teaching Credential
Specialist Instruction Credential in Special Education	Education Specialist Instruction Credential
Standard Elementary Teaching Credential	Standard Secondary Teaching Credential
Standard Early Childhood Education Teaching Credential	Standard Restricted Special Education Teaching Credential
General Kindergarten-Primary Teaching Credential	General Elementary Teaching Credential
General Junior High Teaching Credential	General Secondary Teaching Credential
Special Secondary Teaching Credential in Art	Special Credential for Teaching Exceptional Children
Special Secondary Teaching Credential in Business Ed	Special Secondary Credential for Teaching the Blind
Special Secondary Teaching Credential in Homemaking	Special Secondary Teaching Credential in Industrial Arts
Special Secondary Credential for Teaching Lip Reading	Special Secondary Teaching Credential in Music
Special Secondary Limited Teaching Credential in Music	Special Secondary Teaching Credential Limited in Agric.
Special Secondary Credential for Teaching the	Special Secondary Teaching Credential in Physical Ed.
Partially Sighted Child	Special Secondary Teaching Credential in Speech Arts
Special Secondary Teaching Credential in Correction	Special Secondary Credential for Teaching the
of Speech Defects	Mentally Retarded

**For Administrators**

Administrative Services Credential	Administrative Services Credential (Examination)
Standard Supervision Credential	Standard Administration Credential
General Elementary School Administration Credential	General Elementary School Supervision Credential
General Secondary School Administration Credential	General Secondary School Supervision Credential
General Administration Credential	General Supervision Credential
The Supervision Credential	General School Principal or Supervisor Credential

**For Staff Members**

School Nurse Credential  
Clinical or Rehabilitation Service Credential  
Pupil Personnel Services Credential (e.g. School Counseling, School Social Work, School Psychology and Child Welfare and Attendance)  
Library Media Teacher Service Credential  
Designated Subjects Vocational Education Teaching Credential

**PART IV – CLASSIFIED EMPLOYEES**

“Classified employee” means an employee of a school district, employed in a position not requiring certification qualifications.

**ATTENTION EMPLOYER: THIS FORM MUST BE TRANSMITTED DIRECTLY TO THE LENDER.**